

Tickton & Routh Parish Council

DRAFT Minutes of the meeting held on **Monday 14 December 2020** at 7.30pm online via Zoom as permitted in The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (“the 2020 Regulations”) due to the COVID19 Coronavirus crisis

Present: Councillor: Sinkler (in the Chair)
Councillors: Caley; Dickson; Lenton; Oliver; Riley; Vickers; N Walker & T Walker

In Attendance: Ward Councillors: Gateshill and Greenwood (Agenda items 1-4/Minute 125-128/20)

Apologies: Councillor Hadley & PCSO LeGrove

Absent: None recorded.

Public: Two members of the public were in attendance.

Prior to the meeting commencing, two members of the public attended the Public Forum in relation to Agenda items 6.1 and 8.3.1 (Minute 130/20 and 132/20 3. refers)

125/20 **APOLOGIES** – recorded.

126/20 **DECLARATIONS OF PECUNIARY OR NON-PECUNIARY INTEREST** – Cllr Oliver declared a pecuniary interest in Agenda Item 8.3.1 (*Minute 132/20 3. refers*).

127/20 **COUNCILLOR VACANCY**

The Clerk received the Acceptance of Office and Register of Interest forms from Cllr Dickson.

The resignation of Cllr. Mathison was recorded. ERYC confirmed that the PC can advertise the vacancy by co-option as no request for an election was received.

128/20 **THE EAST RIDING WARD COUNCILLOR’S REPORT**

1. Hull Bridge – Entrance Barriers

Ward Cllr Gateshill to discuss the removal of the barrier with ERYC and advised the PC to keep a record of any reported incidents.

2. Hull Bridge – CCTV

Ward Cllr Gateshill to establish if ERYC can monitor any future CCTV system and update once a response has been received.

3. Traffic Management in the vicinity of Tickton Primary School at pick-up/collection times.

ERYC is to undertake a consultation into the issue of parking across all schools in the East Riding.

4. Correspondence

Ward Cllr Gateshill updated on correspondence received (*Minute 135/20 2 refers*). Beverley Rural Ward Cllrs can be contacted directly by members of the public to discuss or clarify any matters.

5. Meaux Lane – White Lines

Ward Cllr Gateshill to request that ERYC refrain from repainting the broken white lines on Meaux Lane on completion of the resurfacing works. The lines were initially introduced as a speed restriction measure, which has resulted in vehicles driving down the centre of the road which can cause a danger to oncoming traffic, especially larger farm vehicles.

129/20 **MINUTES**

The draft Minutes and of the Personnel Committee and the Finance & Grant Committee meetings held on 7 December 2020 were noted.

Resolved: The minutes of the meeting of the 16 November 2020 were approved as a true and correct record.

130/20 **COMMUNITY LED HOUSING WORKING GROUP**

The non-Cllr Chair presented an update and the recommendations of the CLH Working Groups.

Resolved: The PC approved the following;

a) The Stage 1 Consultation 2 Report.

b) To undertake Stage 2 under the Chairmanship of an elected non-Councillor member.

c) The appointment of Cllr N Walker as Vice-Chair until the ‘Community Group’ is constituted.

d) The Working Group to contact residents identified in the consultation regarding potential sites.

- e) The PC to approve the method of reporting of the Community Groups and the governance structure once this has been confirmed.
- f) The PC to obtain approval from ERYC to transfer any remaining grant funding to the constituted group and in the meantime continue to hold and administer such funds on behalf of the group.
- g) The end of grant report was delegated to the Clerk in consultation with members once funds have been transferred.

131/20 **COMMUNITY SAFETY**

Cllr T Walker reported that the ERYC Public Spaces Protection Order is expected to be operation at Hull Bridge by 1 March 2021.

Crime prevention measures to protect the community over the Christmas period were discussed.

Resolved: The PC to share crime prevention information with the public via the website.

The Beverley Rural Ward Anti-Social Behaviour (ASB) Six Month Statistics were noted. The ASB team received 424 service requests in East Riding of Yorkshire from the 1 June to 30 September. ERYC encourage members of the public to report ASB to Humberside Police on 101 or the ERYC ASB team on 01482 396380.

132/20 **PLANNING**

1. Planning Applications

[20/03699/PLF](#) - 61 Green Lane Tickton - Erection of bay window to front, entrance canopy to side and single storey extension to rear.

Resolved: No objection. If approved conditions to include;

- To design the new window, that replaces the door, to give the appearance of a front door in order to maintain the visual appearance of the front elevation.
- Suitable water attenuation plans to mitigate the impact of surface water run-off.

[20/03800/STVAR](#) - Heron Lakes, Main Road, Routh - Variation of condition 2 (approved plans) of planning permission 17/04154/STPLF (Change of use of land for the siting of an additional 187 holiday accommodation (131 holiday lodges/static caravans and 56 camping pods/yurts), erection of a reception/office, bistro/gym, toilet/shower blocks, MUGA, play area and associated landscaping, drainage and engineering works) to allow amendments to the layout of the holiday accommodation

Resolved: No objection. If approved conditions to include planting additional trees and/or hedge screening to the south eastern corner of the site.

[20/03891/PLF](#) - 29 Green Lane, Tickton - Erection of a single storey extension to side and rear

Resolved: Object on the basis of historical flooding and drainage issues.

If approved conditions to include;

- To take account of IDB findings
- To design the roofline to be aesthetically pleasing and in keeping with the neighbouring properties.

2. Planning Decisions

[20/01919/PLF](#) - Springdale Farm Shop, 1A Tickton Meadows - Change of use of shop (A1) to public house (A4) to form extension to existing micro pub – **Approved**

[20/02225/PLF](#) – High Farm Country Park, Routh – Erection of a building for use as sales office, reception, cafe and shop including relocation of existing bowling green – **Approved**.

3. Planning Appeal Notice [Cllr Oliver left the meeting]

[19/03930/OUT](#) – Land South Of Avalon, Butt Lane – Outline – Erection of two dwellings (All Matters Reserved) – AMENDED PLANS.

Resolved: The PC agreed to respond to the Planning Inspectorate as follows: -

Strongly object;

- The proposed development is not in keeping with the existing curtilage.
- Over development of the overall plot.
- The land is not suitable for development due to risk of flooding; soakaways will not work sufficiently; flood and surface water will be displaced to surrounding properties.
- The Parish is not, in the opinion of the Parish Council, a Primary Village.

If approved, the following conditions be adopted;

- The build be restricted to a single bungalow of a similar size to Avalon in order to balance the development area.

- No approval should be granted prior to the applicant submitting a plan of how both surface water and foul water will be dealt with. This is owing to the fragile state of both of these drainage systems within the village. The existing sewerage system is archaic and often blocks in various parts of the village.

- The entire run of dykes be cleaned and continue to be maintained.

- The preservation of trees, and in accordance with the Tree Officers recommendations. Should any of the trees fail, be damaged or removed within 5 years of permission being granted, they should be replaced with trees of similar or same type and size. [Cllr Oliver returned to the meeting]

133/20 **PLANNING ENFORCEMENT** – None recorded.

134/20 **CONSULTATIONS**

Alamein Barracks Draft Masterplan. **Resolved: No comment.**

135/20 **CORRESPONDENCE**

1. **Resident:** Email regarding the RWF Community Fund Annual Reports.

It was noted that prior to the meeting, under delegated authority, the PC had requested that ERYC upload any recent Annual Reports to the website for members of the public to view.

2. **Resident:** Email regarding PC decisions on planning applications.

It was confirmed that PC decisions are recorded in the Minutes which are available to the public on the website or via the ERYC Planning Portal. Hard copies are available on request to the Clerk.

3. **ERNLLCA:** Newsletter November, Training - Parish Meetings in a Virtual World and NALC Standards Consultation was noted.

4. **Charity Commission:** News Issue 65 was noted.

5. **ERYC & KuH:** Joint Local Access Forum Annual Report 2019-20 & invitation to meeting to be held on - 16 December 2020 was noted.

6. **ERYC:** Tree Preservation Order (Tickton No. 5) – Lutea, 12 Butt Lane, Tickton was noted.

7. **Environment Agency:** Autumn Briefing Report was noted and to be uploaded to the website.

8. **ERYC:** To put forward a topic affecting the East Riding as a whole for consideration by the Overview and Scrutiny committees. **Resolved: No comment.**

136/20 **CLERK'S REPORT**

1. The following resolutions were reported as completed;

- 136/19 13. 024/19 Grant Funding Committee (Bus shelter lighting) added to 21-22 draft Budget.
- 086/20 7. Arboricultural Tree Survey.
- 100/20 2. Letter to ERYC: to determine all planning applications based on the pre-existing Local Plan. ERYC response received.
- 102/20 7. 2021-22 Grounds Maintenance contract order raised.
- 114/20 [20/03443/PLF](#) / [20/03508/PLF](#)
- 119/20 2. PC Representatives for the Standards Committee
- 121/20 2019-20 Annual External Audit

2. The following updates were received on outstanding matters;

088/20 3.13 Village Matters – A1035 Road Bridge Repairs/River Hull Flood Bund

ERYC confirmed EA are currently reviewing the Contractors proposal to complete the outstanding works to the River Hull flood bunds following repairs to the A1035 road bridge.

117/20 1. The Orchard Play Ground

ERYC are unable to replace any of the play equipment on The Orchard play area due to lack of funds. Should any funds become readily available ERYC will keep this site on the list for future refurbishment.

121/20 3a. Hull Bridge - Signage

ERYC is considering options to move the 'cyclist dismount' signage to a location that can be seen before entry to the bridge.

121/20 3 b) Hull Bridge – Entrance Barriers

It had been reported that scrambler bikes are using the footbridge. ERYC Highways requested any photographic evidence of motorcycles using the bridge to action or directly to the police as riding on a footway is a moving traffic offence under the Road Traffic Act 1984.

3. The following decisions were made under delegated authority since the Ordinary meeting on 19 November 2020;

a) Fly Tipping

Delegated decision to report fly tipping at lay by east of Tickton Grange to ERYC.

b) Overgrown vegetation - A1035 verge

Delegated decision to request ERYC Grounds Team to investigate overgrown vegetation on the A1035 verge adjoining Eske Close reported by resident.

c) Drainage – Hull Bridge Road

Delegated decision to request ERYC Highways to investigate standing water following heavy rainfall on Hull Bridge Road leading up to the footbridge reported by resident.

4. 2021 meeting dates were received.

137/20 **FINANCE**

1. The provisional 2021/22 tax base for T&RPC of 639.9 Band D equivalent properties was noted.

2. 2021-22 Budget

The Finance Committee recommendations recorded in the Committee Minutes were discussed.

Resolved: Deferred.

3. Aborticultural Tree Survey Report

Resolved: The PC agreed to undertake the all work identified in the Survey Report, with the exception of Weel Common. The cost of the works to be included in the proposed RWF grant application or to be funded by the PC in the event that the application is unsuccessful. Tree Management work on Weel Common will be considered once ERYC has confirmed ownership.

4. Finance and Budget Monitoring Report

Resolved: The PC approved the Financial Reports and Bank Statements presented.

5. Payments and Income

Payments	Net £	VAT £	Gross £
East Riding Group Ltd – Grounds Maintenance	266.66	53.34	320.00
ERVAS – Payroll Processing	36.00	0	36.00
Salaries/Pension & HMRC - PAYE	1,651.21	0	1,651.21
Humber & Wolds Rural Action – CLH Consultation & Report	300.00	0	300.00
Income			
Nat West – Bank Interest			0.08
ERYC Grant – Outdoor Gym Equipment			8,156.00

Resolved: The PC approved the payments and income presented.

PRIVATE SESSION (PART II): In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 the Public and Press were excluded from the meeting for the discussion of the following exempt business.

138/20 **STAFFING MATTERS**

1. Salaries

Resolved: Salaries, pension and HMRC PAYE were approved. The PC approved an additional 4 hours undertaken by the Clerk on the Community Led Housing Project.

The recommends of the Personnel Committee were considered.

2. 2021-22 Salaries

Resolved: The PC approved salaries to commence on 1 April 2021;

Clerk – NJC Scale Point 15 plus NJC National Salary Award

Handyman – NJC Scale Point 5 plus NJC National Salary Award

3. Annual Leave

Resolved: The PC approved an email auto-reply directing urgent messages to a designated mobile number. The Planning Committee to monitor the ERYC portal for any new applications and share with members.

139/20 **DATE OF NEXT MEETING(s):** The Parish Council **resolved** to hold the next ordinary meeting on Monday, 18 January 2021 at 7:30pm to be held remotely via ZOOM.

Signed by Chairman _____ Dated _____